

Federal Voting Assistance Program

Department of Defense
Civilian Voting Assistance Officers
Self-Administered Training



Introduction

Welcome to the 2012 Voting Assistance Officer Training. This training provides information to help you carry out your duties as a Voting Assistance Officer (VAO) and conduct a successful voting assistance program.





Training Goals

- > This training program consists of five main sections:
 - ➤ UOCAVA, FVAP and You;
 - ➤ The Absentee Voting Process;
 - ➤ The Role of the Civilian Voting Assistance Officer;
 - ➤ Available Resources;
 - Quick Review and Certification



Your Vote Counts

During the 2012 election cycle, a number of important offices and items will go before the voters

- > 33 United States Senators
- > All Members of the U.S. House of Representatives
- > 13 State and Territorial Governors
- State and Local Offices
- > Ballot Questions and Referenda



Your Vote Counts

Recent Elections Potentially Decided by UOCAVA Voters:

- > 2000: Florida Presidential Election;
- > 2006: Virginia U.S. Senate Election;
- > 2008: Alaska U.S. Senate Election;
- > 2008: Minnesota U.S. Senate Election;
- > 2009: New York 20th Cong. District Special Election.

The margin of victory in many elections is small than the total number of votes cast by UOCAVA Voters!



- The Director, Federal Voting Assistance Program (FVAP), administers the *Uniformed and Overseas* Citizens Absentee Voting Act (UOCAVA) on behalf of the Secretary of Defense.
- > UOCAVA requires each Federal department and agency with personnel covered by the Act to have a voting assistance program.
- The FVAP biennial Voting Action Plan and Department of Defense Directive 1000.4 establish policy and guidelines to assist you in carrying out an effective voting assistance program.
- Your job as a VAO is to help to ensure that citizens understand their voting rights and how to register and vote absentee under UOCAVA.



- UOCAVA requires States and territories to allow citizens covered under the Act to register and vote absentee for Federal offices.
- States and territories have their own laws that allow UOCAVA citizens to vote in State and local elections.
- > U.S. citizens allowed to vote under *UOCAVA* include:
 - ➤ Members of the U.S. Uniformed Services (on active duty) and Merchant Marine;
 - > Their family members.
 - > U.S. citizens residing outside the U.S.
- UOCAVA covers more than six million potential voters worldwide.



















The goals of the FVAP and VAOs worldwide are:

- Informing and educating U.S. citizens worldwide of their right to vote;
- Fostering voting participation;
- Protecting the integrity of, and enhancing, the electoral process at the Federal, State, and local levels, and;
- Promoting effectiveness and efficiency in the administration of the *Uniformed and Overseas Citizens Absentee Voting* Act (UOCAVA).



FVAP Goals

- Improve voter success rates to meet or exceed the general absentee population voter success rates by 2016.
 - Absentee ballot cast rate
 - Counted rate of those cast
 - FWAB utilization/success rate
 - Registration & voter participation rates
- Every State provides sufficient opportunity to successfully cast a military/overseas absentee ballot, by 2014.
- Quantify the overseas civilian population by 2012.
- > Streamline the voting process <15 minutes for any stage.



Your Role as a Voting Assistance Officer



- Learn the absentee voting process.
- Become familiar with the Voting Assistance Guide (VAG) and the FVAP website (www.fvap.gov).
- Receive VAO certification by attending an in-person FVAP workshop or through this web-based training.
- Expand citizen outreach to include civic groups, American Chambers of Commerce, colleges and universities, and similar organizations.
- Let others know that you are available as a resource and provide your contact information.
- Sign up to receive the FVAP News Releases (send an email to vote@fvap.gov).





- Plan and ensure that overseas U.S. citizens and their eligible family members are informed of current absentee voting procedures.
- Ensure that there is an adequate supply of voting materials on hand year-round.
- Overseas Citizens Voters Week (June 28-July 7, 2012)
 - ➤ Plan voting assistance activities such as non-partisan voter registration drives.
- Absentee Voting Week (September 27-October 4, 2012)
 - ➤ During Absentee Voting Week, use media to notify voters to return the voted ballot immediately, and notify those who have not received their ballot to use the Federal Write-In Absentee Ballot.



- Ensure delivery of the Federal Post Card Application to unit members and their dependents:
 - ➤ By January 15th of each year
 - ➤ By July 15th of each even numbered year
- Remind voters in your area of responsibility who have received the FVAP Post Election Survey to complete it and return it immediately.



- Federally employed VAOs may provide only non-partisan voting procedures and information.
- You may not distribute any literature from candidates, political parties, or partisan organizations.
- Organizations become partisan when they endorse or imply endorsement of candidates or identify with issues in a campaign.
- > The Hatch Act provides information on political activities by government employees (www.osc.gov/hatchact.htm).



The Voting Action Plan:

- The FVAP provides a biennial Voting Action Plan to implement the requirements of UOCAVA and Department of Defense Directive 1000.4 and to ensure that UOCAVA voters are provided all necessary voting information.
- Each Executive Branch Agency has an internal voting action plan. To get a copy of this plan, contact your Chief Voting Action Officer.





The Military Voting Assistance Officer

Creating an effective voting assistance plan:

- Display the 2012 Election Dates and motivational posters
- Reach out to younger citizens (18-24) who have statistically lower voter participation rates
- Include tenant organizations in your absentee voting activities, especially National Guard and Reserve Units







Creating an effective voting assistance plan (continued)

- Disseminate copies of the "Frequently Asked Questions" for Overseas Citizens".
- Send your good ideas and lessons learned to your Chief Voting Action Officer.



VAO Material Checklist:

- Command Support
- Letter of Designation from your Supervisor
- Voting Assistance Materials
- > Time and Resources dedicated to VAO Duties
- Assistant VAO
- Bookmark online forms and FVAP Website

Instructions on how to order materials are in Chapter 3 of the Voting Assistance Guide



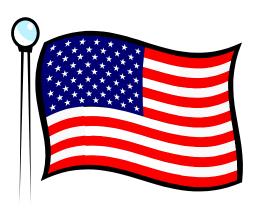
Voting Emphasis Weeks:

- > Armed Forces and Overseas Citizens Voters Week
 - > June 28-July 7, 2012
 - Stress completion and submission of FPCA
- Absentee Voting Week
 - ➤ September 27-October 4, 2012
 - Stress completion and submission of State ballots and FWAB



This section of the VAO training program will provide you with information on:

- Your Service Voting Action Officer (SVAO)
- Your responsibilities as a VAO
- > The voting assistance plan
- > The continuity folder





The Civilian Voting Assistance Officer

- Within the Department of State, individuals at varying levels are responsible for implementing, managing, and carrying out voting assistance operations.
- > The following slides provide an overview of voting assistance operations within the Department of State.





The Civilian Voting Assistance Officer

State Department Voting Assistance Program

Secretary of State: Hon. Hillary Rodham Clinton

Assistant Secretary of State for Consular Affairs:
Ambassador Janice Jacobs

Deputy Assistant Secretary for Overseas Citizens Services:

Hon. Michele Bond

Chief Voting Action Officer: Mr. Jack Markey

Phone: (202) 736-4937

Assistant Voting Action Officer: Mr. Mark Raugust

Phone: (202) 736-9163

Email: votinginfo@state.gov

Web: http://travel.state.gov/law/info/info_2964.html

YOU



The Continuity Folder/File:

- Create and maintain a continuity folder for your reference and to ensure that your successor understands what he or she is supposed to do.
- The continuity folder will help you demonstrate to the Inspector General that you are fulfilling your duties.
- > The continuity folder should include the following:
 - ➤ Current *Voting Assistance Guide*
 - ➤ Absentee voting forms (FPCA, FWAB)
 - > VAO designation letter
 - ➤ Election Dates Calendar
 - Voting assistance good ideas and lessons learned
 - ➤ Recent Voting News Releases
 - ➤ VAO Training and Certificate







Voting Requirements:

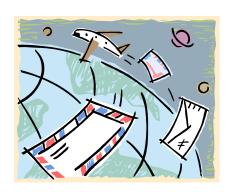
- ➤ A voter must be a U.S. citizen, and;
- At least 18 years old on Election Day in order to vote (some States permit a 17-year old to vote in primary election if he or she will be 18 by the date of the general election).





The Voting Process:

- The absentee voting process permits citizens covered by UOCAVA, who will be away from their local polling places on Election Day, to register, request a ballot, and vote through the mail (or an alternative method if allowed by the State).
- > In order to receive a ballot in a timely manner, it is very important that citizens keep their local election officials informed of address changes.





The Absentee Voting Process

Step 1: Complete the FPCA to register and request your absentee ballot from your election official



Step 3: Complete the FWAB to ensure that your vote is received in time to be counted

Step 4: Complete the Absentee Ballot and return it to your election official

Step 5: Your vote is counted.



The Federal Post Card Application:

- The Federal Post Card Application (FPCA) is a postage-paid postcard for use by absentee voters covered under UOCAVA and is available through service distribution channels;
- > The FPCA is also available for free at www.fvap.gov;
- Use the Voting Assistance Guide to find voting procedures for all States and territories, including:
 - Registration and ballot request deadlines;
 - State ballot mail out timeframes;
 - ➤ Ballot return deadlines;
 - > Electronic transmission alternatives.



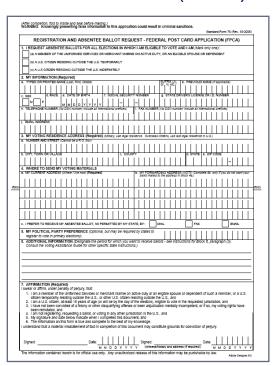
The Federal Post Card Application:

- The FPCA serves as a valid request for absentee voter registration and/or absentee ballot request, regardless of whether the sender was registered prior to submitting the FPCA.
- FVAP recommends that each citizen submit an FPCA to his or her State of legal residence in January of each year and each time there is a change in the citizen's mailing address and before each election held in their State.



The Federal Post Card Application

FPCA SF-76(Front)



FPCA SF-76 (Back)

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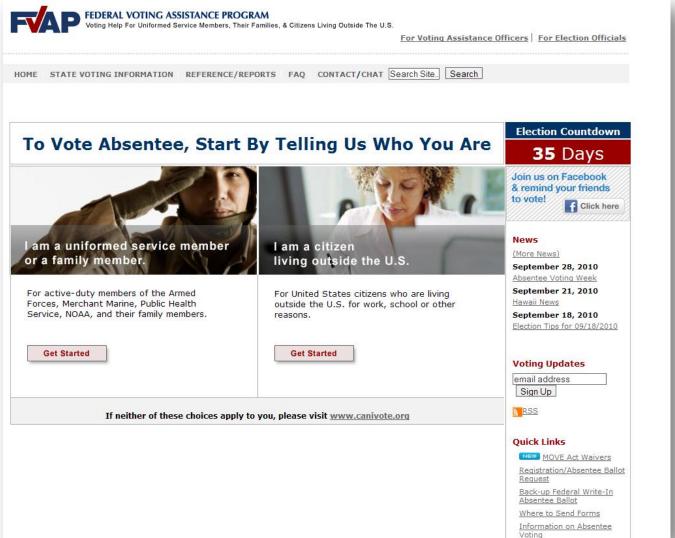


The Federal Post Card Application

- > As a VAO, citizens will come to you for assistance in filling out the forms required to register and vote absentee under UOCAVA.
- The following slides will walk through the process of completing and submitting the FPCA and the Federal Write-In Absentee Ballot in cardstock form or using the online tools.
- This process will be presented from your standpoint as a VAO providing assistance to a U.S. citizen, Jane, who is working temporarily overseas in England and wants to register and vote in the November General Election.



Online Tools



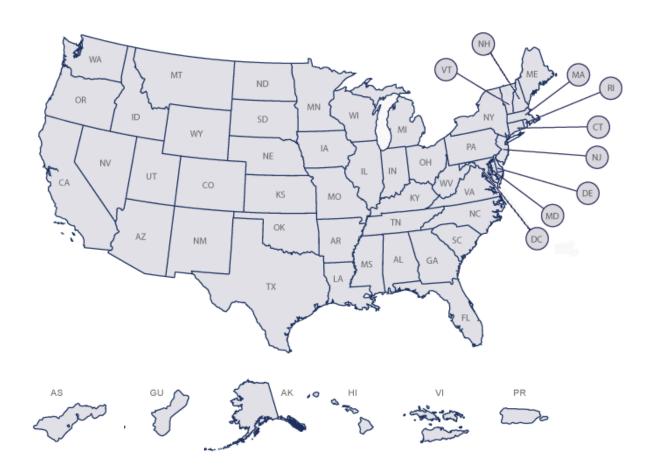
Visit <u>www.FVAP.gov</u> and click get started.



Online Tools

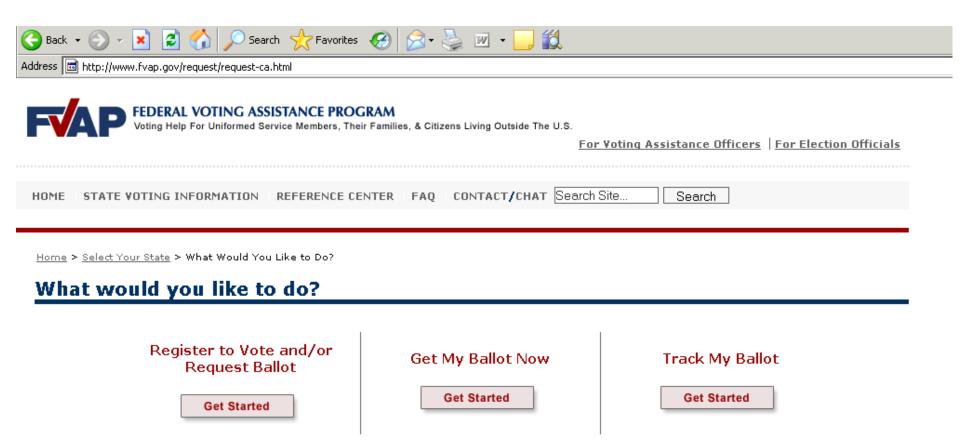
Select Your State

Uniformed Services members- Pick your state of legal residence. Overseas Citizens- Select the state in which you last lived before moving outside the U.S. Check the Frequently Asked Questions for more information on legal voting residence.





Online Tools

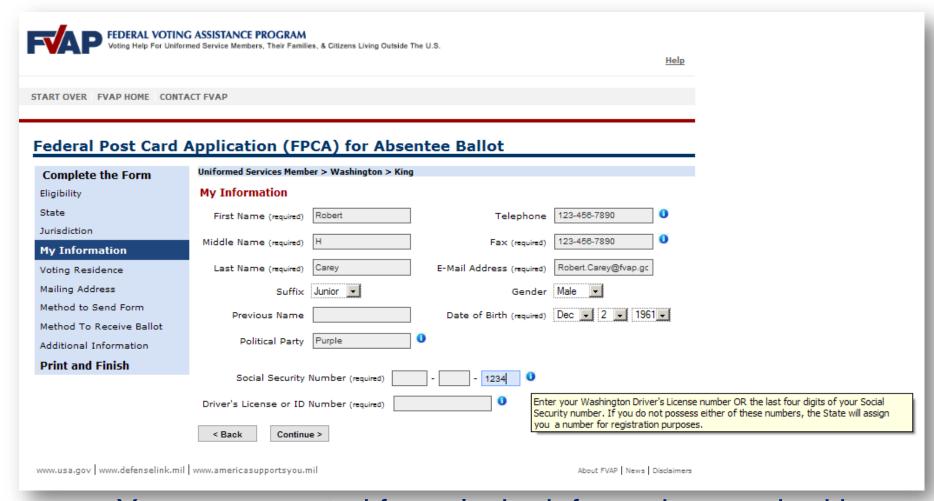


www.usa.gov | www.defenselink.mil | www.americasupportsyou.mil

About FVAP | News | Disclaimers



Online Registration Tool



You are prompted for only the information required by your State. Once complete, print, sign and date the form.



Online Registration Tool



Instructions for Washington

Thank you for using the automated ballot request process. Review, print, sign, and submit your completed absentee ballot request form to your local election official at the address provided below.

General Election: November 2, 2010; Registration: November 2, 2010; Ballot Request: November 2, 2010; Ballot Return: Signed and Dated by: November 1, 2010; Received by: November 23, 2010 State Primary Election: August 17, 2010; Registration: August 17, 2010; Ballot Request: August 17, 2010; Ballot Return: Signed and Dated by: August 16, 2010; Received by: September 1, 2010

NOTE: Recommended Mailing Dates for Voted Ballots in 2010:

- · From Iraq, Afghanistan, Deployed Naval Vessels: 4 weeks before the election
- · From Other overseas Military Installations: 3 weeks before the election
- From Other overseas locations: 4 weeks before the election (depending on foreign mail service)
- · From Within the United States: 1 week before the election

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Follow your State specific instructions for returning the form.



Completing the FPCA:

Block 1: Register/Request Ballot

- Because Jane is outside the U.S. temporarily, she will check box (b).
- > This information determines, in some states, whether a voter receive a partial ballot (only Federal offices) or full ballot (Federal and non-Federal).

	REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)
1. H	REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE AND I AM (Mark only one):
	(a) A MEMBER OF THE UNIFORMED SERVICES OR MERCHANT MARINE ON ACTIVE DUTY, OR AN ELIGIBLE SPOUSE OR DEPENDENT
X	(b) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. TEMPORARILY
	(c) A U.S CITIZEN RESIDING OUTSIDE THE U.S. INDEFINITELY



Completing the FPCA:

Block 1: Register/Request Ballot

- > How to distinguish block 1(b) from 1(c):
 - ➤ Marking block 1(b) generally means that you were a resident of that State before departing the U.S. and your intent to return at some time in the future is uncertain.
 - Marking block 1(c) applies for a federal ballot only (if one is printed by the state).

	REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)
1. I	REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE AND I AM (Mark only one):
	(a) A MEMBER OF THE UNIFORMED SERVICES OR MERCHANT MARINE ON ACTIVE DUTY, OR AN ELIGIBLE SPOUSE OR DEPENDENT
	(b) A U.S. CITIZEN RESIDING OUTSIDE THE U.S. TEMPORARILY
	(c) A U.S CITIZEN RESIDING OUTSIDE THE U.S. INDEFINITELY



Completing the FPCA:

Block 2: My Information

- Information on race is requested by some states, but Jane's application will not be rejected if she leaves it blank.
- You encourage Jane to provide a telephone, fax number, and email, which will help the local election official communicate with her and resolve any questions regarding the FPCA.

2. MY INFORMATION	
a. TYPED OR PRINTED NAME (Last, First, Middle)	SUFFIX (Jr., Sr., III, etc.) b. PREVIOUS NAME (If applicable)
Smith Jane, Lorraine	Sr., m, etc.,
c. SEX d' RACE e. DATE OF BIRTH f. SOCIAL SECURITY NUMBER	g. STATE DRIVER'S LICENSE OR I.D. NUMBER
	5 XY-145257 1772
h. TELEPHONE NUMBER (No DSN number, include all international prefixes) i. FAX NUMBER	R (No DSN number; Include all international prefixes)
23-145-14-5777145	45-14-67879145
J. EMAIL ADDRESS	
jiji. pdf 57@hawksitlolot hi. clom	



Completing the FPCA:

Block 3: My Voting Residence

- > The information that Jane enters here will determine which ballot she will be sent.
- > Note: **never** use a post office box.
- > Jane thinks that her voting residence is in California, but she has asked you for help in making sure.
- > The following slides will provide some general guidelines on this topic and discuss where Jane is able to vote.

3. MY VOTING RESIDENCE ADDRESS (Required) (Military,	use legal residence. Overseas citizens, use last le	gal residence in U.S.)
NUMBER AND STREET (Cannot be a P.O. Box)		
122 Maple Terrace		
b. CITY, TOWN OR VILLAGE	c. COUNTY	d. STATE e. ZIP CODE
Mayv i 1 e	Somewhere	CA 95551 -1 007



Voting Residence:

- Each voter must have a legal residence address in a state or territory to vote in U.S. elections.
- Your right to vote in your State and determination of your voting precinct depend on the physical location of your residence while you were in the State.
- > Final determinations on issues of voting residence are made by the local election officials.
- Voters should provide as much information as possible on the FPCA to help ensure successful registration and ballot request.
- Always check with legal counsel if you have questions about legal residence.



Voting Residence: Overseas Citizens

- A citizen outside the United States (not affiliated with the federal government) can vote in the state or territory where he or she last resided immediately prior to departing the United States even if many years have elapsed, and the voter maintains no residence in the state or territory, and the voter's intent to return to that state or territory may not be certain.
- As for Jane, since California is where she had her last legal residence before departing for England, California is where she will vote absentee.

CHECK WITH YOUR LEGAL COUNSEL IF YOU HAVE QUESTIONS ABOUT LEGAL RESIDENCY!



Citizens who have never resided in the U.S.:

As of September 2011, the following states allow U.S. citizens who have never resided in the U.S. to vote through their parents last legal voting residence in the U.S.:

- > Arizona
- Colorado
- Delaware
- > Georgia
- Hawaii
- > Illinois
- > lowa
- Massachusetts
- > Michigan
- Nebraska

- > New York
- North Carolina
- North Dakota
- > Oklahoma
- Rhode Island
- > Tennessee
- Washington
- West Virginia
- Wisconsin



Completing the FPCA:

Block 4: Where to Send My Voting Materials

- Since Jane is renting a home in England, she enters her mailing address at that location (section 4a).
- You remind Jane to notify her local election official ASAP if/when she has an address change.
- Jane can check the VAG to see if her state permits faxing or emailing of the ballot.

4. WHERE TO SEND MY VOTING MATERIALS		
a. MY CURRENT ADDRESS (Where I live now) (Required)	 MY FORWARDING ADDRESS (NOTE: Con ballot mailed to the address in Block 4a.) 	nplete 4b. only if you do not want your
	Danot maked to the address in Block 4a.y	
Jane Lorraine Smith		
100 FVAP Drive		
London WIP7HR		
England		
c. I PREFER TO RECEIVE MY ABSENTEE BALLOT, AS PERMITTED BY MY STA	E, BY: MAIL FAX	X EMAIL



Completing the FPCA:

Block 4: Where to Send My Voting Materials

- > Block 4(b) of the FPCA includes a section that a voter can use to enter a forwarding address (section 4b).
- For example, Jane's co-worker Joanne is working temporarily in a rural part of Mexico that has unreliable mail service.
- Joanne enters her current address in Mexico, but also provides a forwarding address to her company's El Paso Texas office.
- When Joanne's ballot arrives at the El Paso office, a corporate or private courier service will deliver the ballot to Joanne in Mexico.



Completing the FPCA:

Block 5: My Political Party Preference

- > Political party preference is required in most states to participate in partisan primary elections.
- > In a partisan primary election, candidates from a political party are chosen to represent that party in a subsequent general election.
- > After checking her state's requirements in the VAG, Jane decides to enter her political party preference.
- Note that even if Jane did not enter party preference, she would still receive the November general election ballot.

5.	MY POLITICAL PARTY PREFERENCE (Optional, but may be required by s	tates to
	register to vote in primary elections):	



Completing the FPCA:

Block 6: Additional Information

- >Provide any additional information in this box that may assist your Local Election Official with processing your form.
- >Your State also may require additional language be included in this box.

6. ADDITIONAL INFORMATION (Designate the period for which you want to receive ballots - see instructions for Block 6, paragraph (3). Consult the Voting Assistance Guide for other specific state instructions.)

Last date lived in California: December 2009.

I cannot vote by mail during the normal vote-by-mail period due to military or other contingencies that preclude normal mail delivery. I will be working overseas in London. I request a special absentee ballot.



Completing the FPCA:

Block 7: Affirmation

- After reading the affirmation, Jane signs and dates the application.
- You remind Jane that by signing the FPCA, she is verifying her information under the penalty of perjury.

7. AFFIRMATION (Required)

I swear or affirm, under penalty of perjury, that:

- 1. I am a member of the Uniformed Services or merchant marine on active duty or an eligible spouse or dependent of such a member, or a U.S. citizen temporarily residing outside the U.S., or other U.S. citizen residing outside the U.S., and
- 2. I am a U.S. citizen, at least 18 years of age (or will be by the day of the election), eligible to vote in the requested jurisdiction, and
- 3. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated, and
- 4. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S., and
- 5. My signature and date below indicate when I completed this document, and
- 6. The information on this form is true and complete to the best of my knowledge.

I understand that a material misstatement of fact in completion of this document may constitute grounds for conviction of perjury.

Signed:	Date:	01-15-2010	Signed:	Date:	
9 4 4	£ //E	(MMDDYYYY)	(Witness/Nota	ary and Address (if required))	(MMDDYYYY)



Jane is now ready to mail her FPCA:

- > First, she checks her state's requirements in the VAG to make sure she complies with any/all state deadlines.
- Next, she looks in her state's section of the VAG for the mailing address of her local election official.
- She enters the complete address of the local election official on the FPCA mailing envelope.
 - ➤ If she mails her FPCA through the U.S. Post Office (including APO/FPO) or diplomatic pouch, she should not write "USA" in the address line of the mailing envelope, as this could cause delay.
 - ➤ If Jane was using a foreign country's postal service, she would have to apply local postage, and she should write "USA" in the address line of the mailing envelope.



How to Send It:

- Cardstock version of the FPCA is postage-paid in the US Mails.
 - ➤U.S. Postal Service
 - ➤ Military Postal Service
 - ➤ State Department Pouch Mail
- Online version must be placed in an envelope and postage is not automatically paid.
 - Postage Paid envelope template available at http://www.fvap.gov/resources/media/returnenvelope.pdf



- When the local election official receives Jane's FPCA he/she will process the form and send the ballot to Jane's mailing address, provided that Jane meets the state residency requirements and his FPCA was fully completed.
- Jane is encouraged to call, fax, or email her local election official to verify that her application was processed.
- Jane should receive her regular state absentee ballot from the local election official in time for her to vote and return the ballot by the state's deadline for counting.





Top Reasons why an FPCA Cannot be Processed:

- Inadequate or No Legal Voting Residence Address
- > Inadequate or Illegible Current Mailing Address
- > Illegible Writing
- Applying to the Wrong Jurisdiction
- Failure to Indicate Party Preference (for Primary Elections)
- Form not signed and/or dated
- > Received too late
- Form not completed
- > Envelope lacks proper postage



Consequences of Failure

YOU MAY BE UNABLE TO SUCCESFULLY RECEIVE AND CAST YOUR BALLOT



Electronic Transmission:

- All States and territories will transmit a blank ballot through electronic transmission (fax or email).
- Many states will allow you to submit your FPCA or return your voted ballot by fax or email.
- > The *Voting Assistance Guide* details which electronic alternatives are available in each State and territory.
- Refer to the Voting Assistance Guide for detailed transmittal instructions.



FVAP Electronic Transmission Service:

FVAP provides toll-free fax and email support to Uniformed Services members, family members and overseas citizens.

- Fax: DSN faxing and toll-free fax numbers in 51 countries
 - http://www.fvap.gov/contact/tollfreefax.html
- Email: Send materials in PDF form to ets@fvap.gov
 - ➤ Where allowed by your State, you may also send your election materials to this email address for email-to-fax conversion.



The Federal Write-in Absentee Ballot:

- Occasionally, even though a UOCAVA voter has submitted a complete and timely FPCA, he/she may not receive the ballot in time to return it by the State's deadline.
- > In situations like this, *UOCAVA* citizens may use the Federal Write-In Absentee Ballot (FWAB).
- > The FWAB is a ballot that can be used by *UOCAVA* citizens in all general elections for Federal offices.
- The FWAB is pre-positioned at embassies and consulates throughout the world and available online at www.fvap.gov.



The Federal Write-in Absentee Ballot:

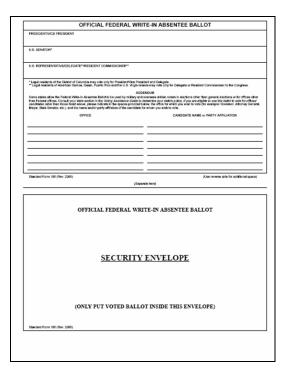
- You can submit the FWAB at any time, and multiple times (though only one will be counted).
- In most cases you can only use the FWAB to vote for Federal offices in general elections.
- Some States have expanded the use of the FWAB to include:
 - Voting in primary, run-off, and special elections;
 - Voting for offices other than Federal offices;
 - Use as a registration and ballot request.
- You should still return your regular State ballot.
- Submit the FWAB no later than 30 days before the election.



The Federal Write-in Absentee Ballot

FWAB SF-186





FWAB SF-186A(Online)

OFFICIAL FEDERAL WRI	TE-IN ABSENTEE BALLOT
PRESIDENT VICE PRESIDENT	
U.S. SENATUR*	
US. REPRESENTATIVE/DELECATE**RESIDENT COM-	MESSIONER**
 Legal residents of the District of Columbia may vote only for President/Vice Pr Legal residents of American Sancos, Guara, Poseto Rico and the U.S. Virgin Isl 	
	NDUM
Some store allow the Federal Water in Absurba Bilder to be used by mil or for efficient others. Federal effects. Consult year state section in the elegable to use this belief to see fire affices forwards other than show it which you wish to wea (the counspire Germane, Attentary Genzoal, Mayoundidate for when you wish to vote. OFFICE	inted above, please indicate in the spaces provided below, the office for



- It is 34 days before the general election, and Jane has returned to you for additional assistance.
- Jane has not received her absentee ballot and she is concerned that there is not enough time to return it in a timely manner if/when she does get it.
- As a VAO, you know that FVAP recommends that a UOCAVA voter who has not received his/her ballot should complete and submit the FWAB no later than the 30th day before the election.



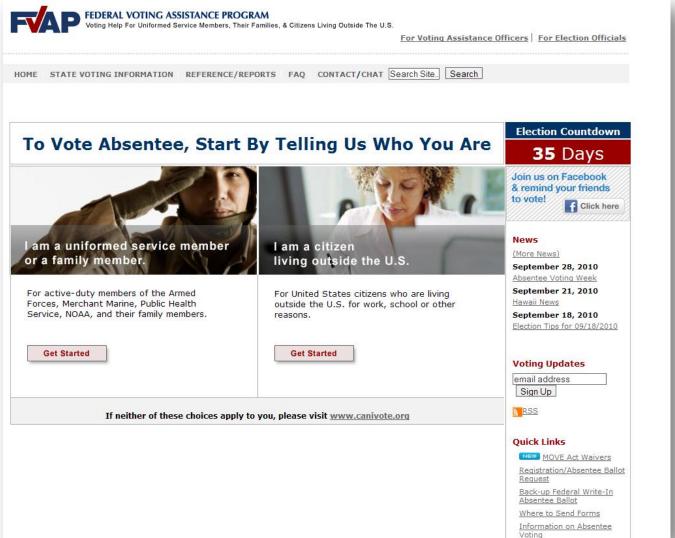


Completing the FWAB:

- First, you tell Jane to read all instructions carefully before completing the Declaration/ Affirmation, which is very similar to the FPCA.
- Next, you notify Jane that, as with the FPCA, some States require that a notary/witness sign the FWAB, so she should check the VAG to find out what is required in her State.
- Jane signs and dates at the bottom of Declaration/Affirmation.

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c. SEX d. RACE e	. DATE OF BIRTH (MM(DDYYYY)	f. SOCIAL	L SECURITY N	UMBER	g. STATE DR	IVER'S LICENS	SE OR I.D. NUMBER	
h. TELEPHONE NUMBER (No.	DSN number; Include all Inte	rnational pr	refixes)	I. FAX NUM	BER (No DSN nu	mber; include a	il international prefixes)	
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b. CITY, TOWN OR VILLAGE			c. COUNTY			d. STATE	e. ZIP CODE	
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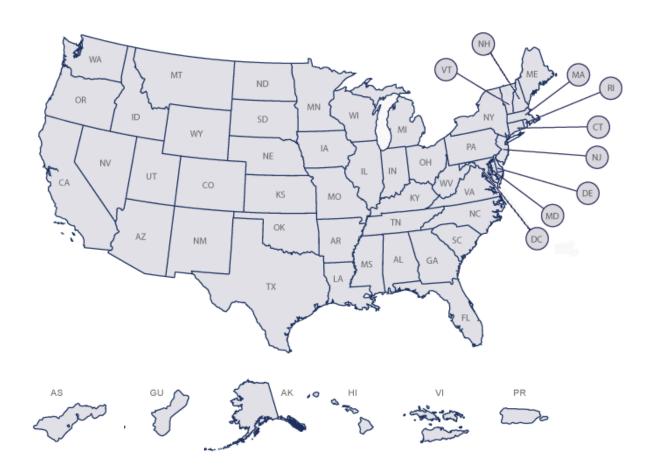


Visit <u>www.FVAP.gov</u> and click get started.

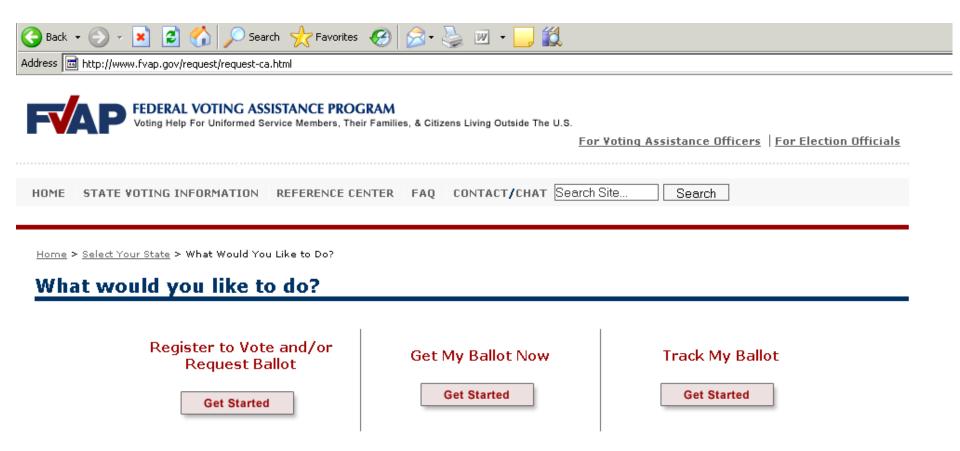


Select Your State

Uniformed Services members- Pick your state of legal residence. Overseas Citizens- Select the state in which you last lived before moving outside the U.S. Check the Frequently Asked Questions for more information on legal voting residence.







www.usa.gov | www.defenselink.mil | www.americasupportsyou.mil

About FVAP | News | Disclaimers





For Voting Assistance Officers | For Election Officials

HOME STATE VOTING INFORMATION REFERENCE CENTER FAQ CONTACT/CHAT Search Site. Search

Home > Select Your State > What Would You Like to Do? > Get My Ballot Now

Get My Ballot Now

Use New York's automated assistant to get a complete State ballot.

Get Started

or

Use FVAP's automated assistant to complete and print a back-up write-in ballot for Federal candidates.

Get Started

Important Dates for UOCAVA citizens

General Election: 11/02/2010 Registration: 10/08/2010 Request ballot by: 10/22/2010 Return ballot by: 11/09/2010*

*Postmarked by the day before the election

Resources:

New York Absentee Voting Guidelines New York State Election website

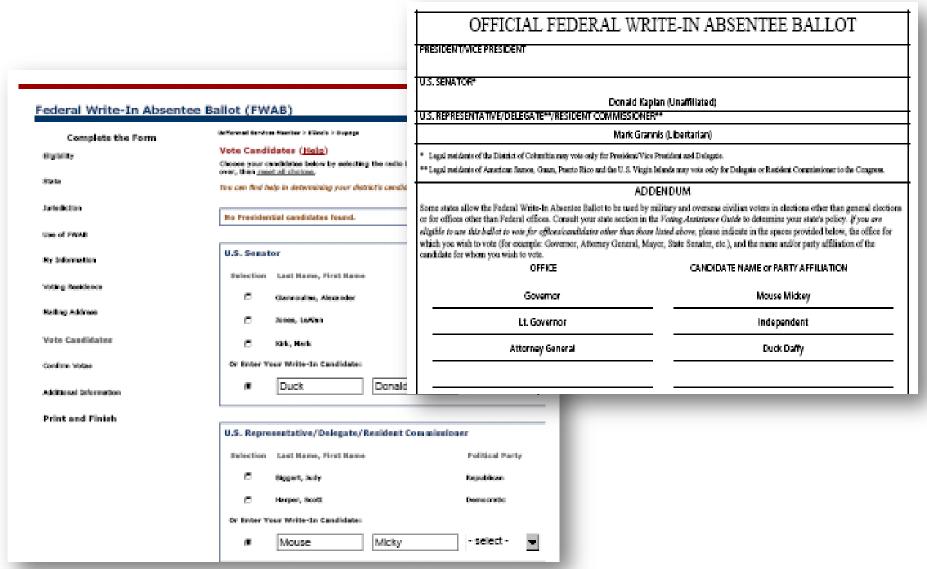
Would you rather fill out the form by hand?

Federal Write-In Absentee Ballot

If a State ballot system is available, the voter should use that system. If not, the voter can use the FVAP FWAB tool.



Online FWAB Tool





Completing the FWAB:

- Jane is now ready to complete the write-in ballot, but before she does so, you explain to her that:
 - ➤ The FWAB is used for Federal offices, so she can write in her preferred candidates for the Office of President and Vice President, U.S. Senator, and U.S. Representative.
 - ➤ For each office, she may write in either a candidate's name or a political party designation.
 - Some States have expanded the use of the FWAB for State and local offices as well, so she should check the VAG to see if her State allows her to write-in these offices.

OFFICIAL FEDERAL WRITI	E-IN ABSENTEE BALLOT
President/Vi	ce President
U.S. SENATOR*	
U.S. Se	enator
U.S. Repre	<u>sentative</u>
* Legal residents of the District of Columbia may vote only for President/Ace President ** Legal residents of American Samos, Guann, Puerto Rico and the U.S. Virgin Island	
ADDER Some states above the Federal Visite-In Assentee Ballot to be used by military and own than Federal vicines. Consult year trade section in the 16they Assistance Guide to demonstrate other then those federal donce, plasses indicated in the space provided belonging the provided by	emeas chillian voters in elections other than general elections or for offices other errains your state's policy, if you are eligible to use this belief to vote for offices? w, the office for which you wish to vote (for example: Covernor, Albaney General whom you wish to vote.
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Standard Form 186 (Rex. 2005) (Separate	(Use reverse side for additional space)
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	E-IN ABSENTEE BALLOT
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	E-IN ABSENTEE BALLOT ENVELOPE
SECURITY I	E-IN ABSENTEE BALLOT ENVELOPE



Next, Jane inserts (1) the sealed security envelope (containing the voted write-in ballot) and (2) the Declaration/Affirmation into the mailing envelope.

OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT

SECURITY ENVELOPE

(ONLY PUT VOTED BALLOT INSIDE THIS ENVELOPE)

Insulting 18

Mailing Envelope



- Jane looks in her State's section of the VAG for the mailing address of her local election official.
- She enters the complete address for the local election official on the FWAB mailing envelope.
 - ➤ If she is mailing her FWAB through the U.S. Post Office (including APO/FPO), she should not write "USA" in the address line of the mailing envelope, as this could cause delay.
 - ➤ If Jane was using a foreign country's postal service, she would have to apply local postage, and she should write "USA" in the address line of the mailing envelope.



- Next, Jane enters her mailing address in the upper left corner of the envelope – not her legal voting residence address.
- > You remind Jane that before mailing, she needs to review the voter checklist that is provided on the mailing envelope.
- Notify Jane that, if possible, she should ask the mail clerk to hand stamp the FWAB envelope for proof of timely mailing.
- > Finally, Jane places the FWAB in the mail.







- > Two days after mailing the FWAB, Jane receives her regular State absentee ballot. You advise Jane that she should vote and return the ballot immediately.
- The regular ballot must be signed, dated, and postmarked by the day of the election.
- If the regular ballot arrives by the deadline for receipt of absentee ballots, the State will count the regular ballot instead of the FWAB.
- Jane should return her regular ballot regardless of its receipt date because her State may allow late counting of these ballots from overseas citizens.



Additional Resources



Additional Resources

www.fvap.gov

- > The FVAP website provides:
 - ➤ All of the FVAP's informational materials
 - > Election information
 - ➤ The online *Voting Assistance Guide*
 - ➤ The online Federal Post Card Application
 - ➤ The online Federal Write-In Absentee Ballot
 - ➤ Links to State election sites, Federal government sites and overseas U.S. citizen organizations
 - Additional information and resources for VAOs



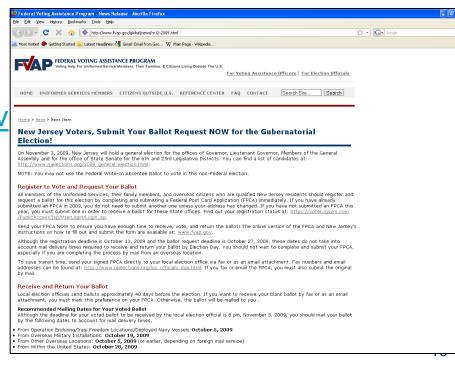


Voting News Releases

Voting News Releases provide time-sensitive periodic news releases that inform and educate VAOs and UOCAVA citizens about the latest critical information on election dates, absentee

registration, ballot request, and voting procedures.

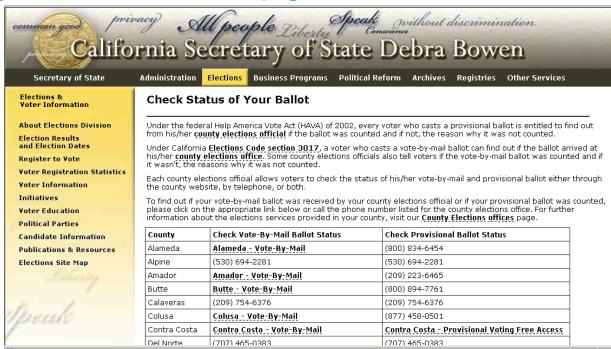
- Voting News Releases are available online at <u>www.fvap.gov</u> and sent directly via email to VAOs.
- Sign up to receive the Voting News Releases by sending an email to vote@fvap.gov.





Voter Registration Verification and Ballot Tracking Sites:

- Voters can verify their registration status online in 35 States, the District of Columbia, and Puerto Rico
- Links to these "State Voter Registration Verification Websites" are provided at www.fvap.gov





Frequently Asked Questions (FAQs):

- FAQs for Overseas Citizens are available online and in the Voting Assistance Guide.
- The FAQs provides answers on a variety of UOCAVA and election topics, including:
 - ➤ Qualifying to Vote Absentee & Determining Where to Vote
 - ➤ Registering and Requesting an Absentee Ballot
 - ➤ Casting Your Vote
 - ➤ Problems Receiving a Ballot
 - ➤ Other Election Information



2010 Recommended Mailing Dates:

- From Operation Enduring/Iraqi Freedom, Deployed Naval Vessels: 4 weeks before the election
- From Other Overseas Military Installations: 3 weeks before the election
- From Other Overseas Locations: 4 weeks before the election (depending on foreign mail service)
- From Within the United States: 1 week before the election





10:58 PM Jun 22nd via web





Federal Voting Assistance Program, DoD Do you think there is a problem with abthink it is? Ballot receipt? Registration regulations are too complex? Laws? Tell us what you think. Video >> + Discussions Info Photos **Boxes** What's on your mind? Attach: 🗐 📵 🖭 👾 Share Q Options Federal Voting Assistance Program, DoD Do you think there is a problem with absentee voting? What do you think it is? Ballot receipt? Registration regulations are too complex? Laws? Tell us what you think. Yesterday at 5:39pm · Comment · Like · View Feedback (1) · Promote ederal Voting Assistance Program, DoD Kudos to McGuireix-Lakehurst joint publication for helping to get the word out http://www.jointbasemdl.af.mil/news/story.asp?id=123212348 Online program helps military families vote absentee www.jointbasemdl.af.mil Defense Department officials launched an Internet-based program June 28 to help servicemembers and other Americans living overseas vote more easily in November's elections. The new online voting assistant at www.fvap.gov will make the registration and absentee ballot Yesterday at 12:05am · Comment · Like · View Feedback (1) · Share · Promote ederal Voting Assistance Program, DoD Sweet article by Airman oe McFadden (Hurlburt Field, FL) - http://www2.hurlburt.af.mil news/story.asp?id=123212450 Feature - Voting- it does a country good www.facebook.com/DoDFVAP

facebook

4,200 People Like This!

77



Contact FVAP

Website: <u>www.fvap.gov</u>

Email: vote@fvap.gov

Phone: Commercial: 703-588-1584

Toll-free: 800-438-VOTE (8683)

DSN: 425-1584

Twitter: <u>twitter.com/fvap</u>

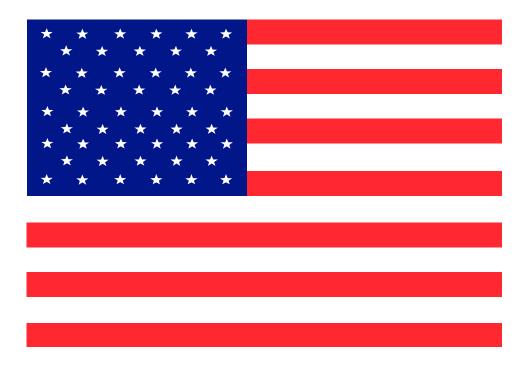
Facebook: <u>www.facebook.com/dodfvap</u>

Toll-free commercial phone numbers from 67 countries (list available at www.fvap.gov)

Toll-free commercial fax numbers from 51 countries (list available at www.fvap.gov)



The following is a quick review of the main points to remember from this training program. After you finish the review, you may complete the Certificate of Training.





- Individuals covered under UOCAVA include:
 - Active duty members of the Uniformed Services
 - Uniformed Service family members
 - Members of the Merchant Marine
 - Merchant Marine family members
 - Civilians residing outside the United States
- VAOs help to ensure that U.S. citizens understand their voting rights and how to register and vote absentee under UOCAVA
- The FVAP biennial Voting Action Plan and DOD Directive 1000.4 establish policy and guidelines for an effective voting assistance program



- The primary resources for a VAO include:
 - The Voting Assistance Guide
 - The FVAP website
 - The Service Voting Action Officer (SVAO)
- An effective voting assistance plan includes:
 - Distributing voting materials in a timely manner
 - Displaying the Election Dates and motivational posters
 - Planning voting assistance activities
- All States have two basic voting requirements
 - A voter must be a citizen of the U.S.
 - At least 18 years old (17 in some States if 18 by the general election)



- The Federal Post Card Application (FPCA) can be used by UOCAVA voters to register and request a ballot
 - The FPCA is available online
 - Voters should send in a new FPCA in January of each year or if/when there is a change of address
- The Federal Write-In Absentee Ballot (FWAB) is a backup or emergency ballot that UOCAVA citizens can use in general elections for Federal office
 - The FWAB is available online
 - Citizens should submit FWAB no later than 30 days prior to the election
- The FVAP conducts in-person workshops in Washington D.C. and around the world



Certification

Congratulations on completing the 2010-2011 Voting Assistance Officer Training! The following slide contains the Certificate of Completion. Please fill in your name, organization, command, or activity, and date at the bottom.

Thank you for your participation and for your service as a Voting Assistance Officer.



Department of Defense Federal Voting Assistance Program



Certificate of Training

On-Line/CD Rom Workshop for Voting Assistance Officers
Presented To

Command, Activity or Organization, Location	
Director, Federal Voting Assistance Program	Date



Federal Voting Assistance Program

Department of Defense
Civilian Voting Assistance Officers
Self-Administered Training